April 18, 2006

I. Call to Order/Roll Call

Chairman Ted E. Teichert called the Special Meeting of the Board of Selectmen to order at 5:34 P.M. in the Town Manager's Office, Town Offices, 36 Bartlet Street. Present at the meeting were: Chairman Teichert and Selectmen Mary K. Lyman and Brian P. Major. Also present were: Town Manager Reginald S. Stapczynski, Finance Director Anthony J. Torrisi and Finance Committee Chair Joanne Marden. The meeting was duly posted.

II. <u>FY-07 Budget – Preparation for Tri-Board Meeting</u>

Chairman Teichert announced that the reason for the meeting was to prepare for the Tri-Board meeting to be held that evening at 6:30 P.M. in the School Committee Room in the School Administration Building. He asked the Town Manager what a \$1.00 increase in the building permit fee – from \$12.00 to \$13.00 per thousand – would yield. The Town Manager responded that it translates to approximately \$100,000 in potential revenues. The Board then discussed how much of the \$100,000 would be split between the Town and the School. The Town Manager and Finance Director indicated that in the present Budget Model, a \$100,000 increase would be split by approximately 65% or \$65,000 to the School Budget and approximately 35% or \$35,000 to the Town Budget. The Selectmen engaged in a discussion regarding the split but came to no decision.

The Selectmen and Finance Committee Chair Joanne Marden discussed the School Committee's desire to get to a "level services budget". The Selectmen and Joanne Marden then developed some questions to assist the Board and Finance Committee in adjusting the desire of the School Committee to get to a level services budget. The following are the questions that were developed:

- 1) Medicaid How much is the School Committee setting aside for Medicaid expenses?
- 2) Energy and Utility Expenses How much is being estimated? The Town Manager indicated he had heard there was an approximately \$75,000 savings in the FY-06 Budget but he was not certain of the exact amount.
- 3) Other Surpluses The Board would want to know if there were any other known surpluses in the FY-06 Budget.
- 4) Where did the money come from to hire the eleven full-time equivalents (FTEs) new teachers and staff in FY-06?
- 5) How much money was left over in the School Department's FY-05 Budget?
- 6) Special Education are there any potential SPED savings in the FY-07 Budget?
- II. FY-07 Budget Preparation for Tri-Board Meeting (Cont.)

7) CIP — What CIP projects for FY-07 is the School Committee willing to give up or postpone? Joanne Marden indicated that this would be the last piece of strategy to balance their budget and only if it was at \$100,000 or less.

The Board then asked the Finance Director about the status of the Budget Model. He indicated that he would recommend no change to the Budget Model and the School Budget is still short by an estimated \$550,000.

There being no further business to come before the Board, a motion was made by Selectman Major, seconded by Selectman Lyman, to close this portion of the meeting and continue it in the School Committee Meeting Room as part of the Tri-Board Meeting. The vote was unanimous.

The meeting adjourned at 6:25 P.M.

Respectfully submitted,

Reginald S. Stapczynski Town Manager